



**TOWN OF SECAUCUS  
TEMPORARY OUTDOOR DINING  
SPECIAL EVENT PERMIT APPLICATION 2020**

This Application must be completed in its entirety and submitted prior to the Temporary Outdoor Dining Special Event ("Event"). All Questions must be fully answered or, if it does not apply to the Event, indicate "NA" for "Not Applicable." If more space is needed or other documentation submitted, please attach to this Application at submission. There is no fee for this Application.

**PERMITS SHALL BE VALID FOR A PERIOD THROUGH SEPT. 7, 2020\***

\*subject to current COVID-19 regulations and at the discretion of the Town of Secaucus.

Date of Application: \_\_\_\_\_

Application For: **TEMPORARY OUTDOOR DINING**

Restaurant Name	
Restaurant Address	
Restaurant Phone	
Email	
Owner/Contact Person	
Owner/Contact Phone	
Owner/Contact Address	
Owner/Contact Email	

Proposed dates for Participation: \_\_\_\_\_, 2020 to \_\_\_\_\_, 2020

**Days and Hours of Planned Operation of Outdoor Dining:**

\*Please note outdoor dining locations can only be used between 8:00am and 10:00pm.

___	Monday	from	___	am/pm	to	___	am/pm
___	Tuesday	from	___	am/pm	to	___	am/pm
___	Wednesday	from	___	am/pm	to	___	am/pm
___	Thursday	from	___	am/pm	to	___	am/pm
___	Friday	from	___	am/pm	to	___	am/pm
___	Saturday	from	___	am/pm	to	___	am/pm
___	Sunday	from	___	am/pm	to	___	am/pm

**Anticipated # of Persons  
During Peak Times:**

Staff /management/security \_\_\_\_\_  
Customers /total available seats \_\_\_\_\_

**Location of Event – Planned Temporary Outdoor Seating Area (include square footage if known):**

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**Does the Business own the property on which the Event will be taking place? \_\_\_ Yes \_\_\_ No**

If **No**, please submit a letter form the Landlord/Landowner permitting the Event/Temporary Outdoor Dining to occur on the property/location specified.

**Please detail or submit any plan or provisions in place, including any contractor or outside company involved, for the following (if applicable):**

**Site Plan/Layout/Occupancy Plan (Please identify all entrances, exits, structures, tables, seating, lighting, decorations, heat lamps, etc. on a plan/layout – hand drawn is acceptable and it is required that you submit a drawing plan/layout):**

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**Fire Safety/Security Plan:**

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**Service/Clean-up Plan (ie. Table service, open seating, etc. ):**

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**Parking Plan:**

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**Insurance:**

Please submit a current Certificate of Insurance for your business and event location. If located on Town of Secaucus property, please include the Town of Secaucus as an additional insured.

**If you are requesting any special assistance, personnel or equipment from the Town of Secaucus, please describe below:**

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**Will any of the following be present:**

Alcoholic beverages Y / N

Tents /Temporary Structure Y / N

**PLEASE READ AND INITIAL NEXT TO EACH OF THE FOLLOWING, INDICATING YOUR AGREEMENT:**

\_\_\_\_\_ I understand that the Town of Secaucus is informing me on the attached pages of policies and guidelines that I will need to familiarize myself with for a Temporary Outdoor Dining Special Event Permit , and that my compliance with such is necessary in the interest of safety, health and welfare.

**I have fully read, understand and agree to comply with all the rules and regulation on the attached pages entitled (Initial by each):**

- \_\_\_\_\_ **State of New Jersey Governor’s Executive Order No. 150**
- \_\_\_\_\_ **State of New Jersey Department of Health Executive Directive No. 20-014 COVID-19 Protocols for Food or Beverage Establishments Offering Service in Outdoor Areas Pursuant to Executive Order No. 150**
- \_\_\_\_\_ **State of New Jersey Division of Alcoholic Beverage Control SR 2020-10 Special Ruling Establishing Temporary COVID-19 Permit to Expand Licensed Premises**
- \_\_\_\_\_ **Town of Secaucus Temporary Outdoor Dining Special Event 2020 Additional Rules and Regulations**

\_\_\_\_\_ I hereby agree to hold the Town of Secaucus and its directors, officers, agents and/or employees harmless and indemnify them from and against any liability, claims, judgments or expenses that may arise out of or from the Event detailed above, including but not limited to, injury, sickness, death or damage to property.

\_\_\_\_\_ If utilizing the public right-of-way or any other property owned and/or maintained by the Town of Secaucus, I understand that my use, use by any additional applicants on this form and use by any of my employees, customers, and guests is at my/our own risk. I hereby agree to expressly assume and accept any and all risks, whether known or unknown, minor or serious, that may arise out of my or my additional applicants and guest’s use. I/We agree to hold the Town of Secaucus and its directors, officers, agents, volunteers, staff and/or employees harmless and indemnify them from and against any liability, claims, judgments or expenses that may arise out of or from my/our activities or presence on the public right-of-way or any other property owned and/or maintained by the Town but not limited to, injury, accidents, loss of property, death, or sickness, whether or not such is caused by negligence of the Town, its directors, officers, agents, volunteers, staff, volunteers, staff employees or a third party.

\_\_\_\_\_ I understand that it is my responsibility to keep the Town informed of any changes between the time of the Application and/during the Event and to request approval for such. This includes, but is not limited to, changes in contact person, physical setup and operation.

\_\_\_\_\_ I understand that permits are valid through September 7, 2020, subject to the discretion of the Town. The Town reserves the right to revoke the authorizing resolution at any time for any reason.

\_\_\_\_\_ I understand that the Town of Secaucus reserves the right to revoke the temporary permit at any time for failure to fully comply with any and all of the policies or guidelines, or for any reason in the interest of the safety, health and welfare of myself, employees, customers, or the general public at its sole discretion.

\_\_\_\_\_ I understand that I am bound by and shall abide by any applicable federal, state or local laws, regulations and ordinances. I understand that any changes in the regulations or guidance from state or local authorities must be followed and changes to or even closure of operation/Temporary Outdoor Dining Special Event may be mandated.

I have read and completed the above Application, and fully understand and agree to all the terms as set forth.

\_\_\_\_\_  
Print Name:  
Title:  
If applicable, entity acting on behalf of:  
Dated:

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**To Be Completed by Town of Secaucus Staff:**

Date Permit Application Received: \_\_\_\_\_  
Name of Staff Member: \_\_\_\_\_

Reviews Completed By: \_\_\_\_\_ Zoning Officer  
\_\_\_\_\_ Fire Official  
\_\_\_\_\_ Fire Department designee  
\_\_\_\_\_ Department of Health designee  
\_\_\_\_\_ Police Department designee  
\_\_\_\_\_ ABC designee (if applicable)

Permit # Issued: \_\_\_\_\_ Permit Expiration Date: \_\_\_\_\_



## **TOWN OF SECAUCUS TEMPORARY OUTDOOR DINING SPECIAL EVENT 2020 ADDITIONAL RULES AND REGULATIONS**

In addition to the Governor's Executive Order 150, other standing Governor's Executive Orders, State of New Jersey Department of Health Executive Directive No. 20-014 and State of New Jersey Division of Alcoholic Beverage Control SR 2020-10 Special Ruling, the following additional rules and regulations shall be adhered to:

- Only approved outdoor locations and seating plans shall be utilized. All outdoor dining, tables, chairs and other equipment/items/decorations must stay within designated, approved area. Any barriers or area designations erected by the Town shall not be moved by permittee.
- Permittee is fully responsible for providing and setting up and removing all tables, chairs, and other equipment equipment/items/decorations used during the event.
- Outside dining operations are permitted between 8:00am and 10:00pm.
- All outside dining and operations must be cleared by 10:30pm and returned to a neat, orderly and clean condition. Permittee shall sweep and wash down the outside area daily.
- Permittee shall clear all tables, chairs and other equipment/items/decorations from the outdoor dining location overnight and during non-business hours. Permittee shall bring indoors or lock all tables, chairs and other equipment/items/decorations in a secured location when not in use.
- All garbage and recyclables must be cleaned up and placed in proper containers supplied by Permittee.
- No preparation of food or beverages shall take place outdoors.
- Permittee shall keep all outdoor areas in a clean and sanitary condition at all times in accordance with all current sanitation requirements.
- Permittee shall ensure all egress and access aisles remain clear at all times of operation to/from the outdoor dining area.
- Pedestrian sidewalks must remain accessible and in compliance with ADA requirements.
- Permittee shall be mindful of the surrounding area and neighbors. The Town's Ordinance pertaining to Noise, Chapter 93, must be adhered to.
- Occupancy must be monitored and maximum capacity not exceeded. No other persons, other than those being served or staff, shall be within the outdoor dining area.
- A contact person/manager must be available on-site during hours of operation.

**Stay safe. Let's make outdoor dining in Secaucus a success!**



EXECUTIVE ORDER NO. 150

WHEREAS, in light of the dangers posed by Coronavirus disease 2019 ("COVID-19"), I issued Executive Order No. 103 on March 9, 2020, the facts and circumstances of which are adopted by reference herein, which declared both a Public Health Emergency and State of Emergency; and

WHEREAS, through Executive Order Nos. 119 and 138 (2020), issued on April 7, 2020, and May 6, 2020, respectively, the facts and circumstances of which are adopted by reference herein, I declared that the COVID-19 Public Health Emergency continued to exist and declared that all Executive Orders and Administrative Orders adopted in whole or in part in response to the COVID-19 Public Health Emergency remained in full force and effect; and

WHEREAS, in accordance with N.J.S.A. App. A:9-34 and -51, I reserve the right to utilize and employ all available resources of State government to protect against the emergency created by COVID-19; and

WHEREAS, as COVID-19 continued to spread across New Jersey and an increasing number of individuals required medical care or hospitalization, I issued a series of Executive Orders pursuant to my authority under the New Jersey Civilian Defense and Disaster Control Act and the Emergency Health Powers Act, to protect the public health, safety, and welfare against the emergency created by COVID-19, including Executive Order Nos. 104-133, Nos. 135-138, and Nos. 140-149 (2020), the facts and circumstances of which are all adopted by reference herein; and

WHEREAS, on March 16, 2020, I signed Executive Order No. 104, which limited all restaurants, dining establishments, and food courts, with or without a liquor license, all bars, and all other holders of a liquor license with retail consumption privileges, to

offering food delivery and/or take-out services only, meaning that they could not allow the on-premises consumption of food or beverages; and

WHEREAS, on March 21, 2020, I signed Executive Order No. 107, which superseded Executive Order No. 104 (2020) in full but continued the prohibition of on-premises consumption of food or beverages; and

WHEREAS, given the decrease in the rate of reported new cases of COVID-19 in New Jersey, in the total number of individuals being admitted to hospitals for COVID-19, and in the rate of reproduction for COVID-19 infections in New Jersey, the State can begin to take certain steps to lift certain restrictions that were designed to limit person-to-person contact; and

WHEREAS, even as the rate of reported new cases of COVID-19 decreases, the ongoing risks presented by COVID-19 mean that many of the State's current measures must remain in place, both to reduce additional new infections and to save lives; and

WHEREAS, after consultation with officials from the Department of Health ("DOH"), I announced a multi-stage New Jersey's Road Back Plan ("Plan") for the methodical and strategic reopening of businesses and activities based on scientific data and metrics concerning the level of disease transmission risk and essential classification; and

WHEREAS, the State is implementing its reopening process and has begun to relax restrictions on certain businesses, including the authorization of curbside pickup at retail establishments, the resumption of non-essential construction, and the allowance of a number of lower-risk outdoor activities; and

WHEREAS, consistent with this Plan, I have issued a number of Executive Orders, including Executive Order Nos. 133, 142, 143, 146, and 147 (2020), which authorized the openings of parks, beaches, lakefronts, and several outdoor recreational facilities and activities, with social distancing, cleaning, sanitizing, and hygiene practices in place, given repeated observations from public health experts, including but not limited to the Centers for Disease Control and Prevention ("CDC"), that outdoor environments present reduced risks of COVID-19 transmission as compared to indoor environments; and

WHEREAS, consistent with this Plan, I issued Executive Order No. 148 (2020), which allowed additional numbers of individuals to gather outdoors, consistent with the same repeated observations from public health experts, and Executive Order No. 149 (2020), which authorized the gradual restart of ordinary child care services, certain youth sporting activities, and summer camps, with social distancing requirements; and

WHEREAS, consistent with this Plan, non-essential retail businesses can begin to open their brick-and-mortar premises to the public, but should be held to the same minimum requirements that have applied to essential retail businesses since Executive Order No. 122 (2020) was signed in early April; and

WHEREAS, given the reduced risks of COVID-19 transmission outdoors, the State can begin to allow restaurants, bars, and other food or beverage establishments to provide in-person service at areas designated for food and/or beverage consumption ("outdoor dining") in accordance with CDC and DOH safeguards, but indoor dining still poses a higher risk of transmission at this time than outdoor dining; and

WHEREAS, indoor dining also entails a higher risk than indoor retail operations, as indoor dining typically involves individuals sitting together in one location for a prolonged period of time, while in indoor retail settings, individuals neither congregate in large groups nor remain in close proximity for extended periods and so the risk of COVID-19 spread is reduced; and

WHEREAS, to limit the spread of COVID-19 and thus to protect public health, establishments can only open to the public to offer outdoor dining where such food and/or beverage consumption is conducted in a way that ensures groups of individuals will be appropriately spaced apart, and there must be strict limits in place governing when individuals may enter the premises; and

WHEREAS, to limit the spread of COVID-19 and thus to protect public health, establishments can only open to the public to offer outdoor dining where such food and/or beverage consumption is conducted in a way that ensures critical Statewide health standards are met, which are being issued simultaneously by DOH; and

WHEREAS, because this Order establishes options for outdoor food and/or beverage consumption that accommodate the lack of indoor dining options as a result of COVID-19, individuals must have access to the same smoke-free options that they would have had under State law at the indoor premises of a food or beverage establishment, and which will continue to ensure that individuals can access in-person dining options without exposure to second-hand smoke during the Public Health Emergency; and

WHEREAS, many restaurants or bars will not have sufficient outdoor space to serve their patrons, and thus may seek to use additional space for outdoor food and/or beverage consumption,

including other areas of their property, such as parking lots, and shared spaces, such as sidewalks, streets, and parks; and

WHEREAS, municipalities are in the best position to make decisions on allowing restaurants or bars to expand their service footprint on their property and potentially into shared spaces in a way that comports with public safety; and

WHEREAS, if municipalities choose to make shared spaces available to restaurants or bars, it is incumbent upon them to distribute these spaces equitably among restaurants or bars who may feasibly seek to use them; and

WHEREAS, the Constitution and statutes of the State of New Jersey, particularly the provisions of N.J.S.A. 26:13-1 et seq., N.J.S.A. App. A: 9-33 et seq., N.J.S.A. 38A:3-6.1, and N.J.S.A. 38A:2-4 and all amendments and supplements thereto, confer upon the Governor of the State of New Jersey certain emergency powers, which I have invoked;

NOW, THEREFORE, I, PHILIP D. MURPHY, Governor of the State of New Jersey, by virtue of the authority vested in me by the Constitution and by the Statutes of this State, do hereby ORDER and DIRECT:

1. Effective at 6:00 a.m. on Monday, June 15, 2020, restaurants, cafeterias, dining establishments, and food courts, with or without a liquor license, bars, and all other holders of a liquor license with retail consumption privileges, collectively referred to as "food or beverage establishments," are permitted to offer in-person service at outdoor areas, provided that the establishment complies with the following requirements:

- a. Ensure all areas designated for food and/or beverage consumption are in conformance with applicable local, State, and Federal regulations;
- b. Limit capacity to a number that ensures all patrons can remain six feet apart from all other patrons at all times, except for those patrons with whom they are sharing a table;
- c. Satisfy all standards issued by DOH pursuant to Paragraph 3 of this Order;
- d. Ensure that tables seating individual groups are six feet apart in all directions and that individual seats in any shared area that is not reserved for individual groups, such as an outdoor bar area, are also six feet apart in all directions;
- e. Prohibit patrons from entering the indoor premises of the food or beverage establishment, except to walk through such premises when entering or exiting the food or beverage establishment in order to access the outdoor area, or to use the restroom;
- f. Require patrons to wear a face covering while inside the indoor premises of the food or beverage establishment, unless the patron has a medical reason for not doing so or is a child under two years of age; and
- g. Prohibit smoking in any outdoor areas designated for the consumption of food and/or beverages. The requirement that food or beverage establishments impose this prohibition shall automatically sunset

once food or beverage establishments are permitted to offer in-person service in indoor areas.

2. Nothing in this Order shall prevent a food or beverage establishment that offers take-out options from allowing an individual who is seeking take-out rather than table service to enter the indoor premises of the establishment to place an order, make payment, and pick up food or beverages, including in situations where a food or beverage establishment makes outdoor areas without table service available. As noted in Paragraph 1(f), such individuals shall wear a face covering while inside the indoor premises of the food or beverage establishment, unless the individual has a medical reason for not doing so or is a child under two years of age.

3. The Commissioner of the DOH is directed, consistent with her authority under the Emergency Health Powers Act, to issue health and safety standards for use by food or beverage establishments in order to serve patrons consistent with this Order.

4. Picnic Areas and Pavilions may be open to the public. Picnic Areas and Pavilions shall be open to the public at all State Parks and Forests.

5. Municipalities are permitted to use their existing authority to allow food or beverage establishments to expand their footprint to outdoor areas, both within their property and among municipally-governed areas, including but not limited to sidewalks, streets, or parks. Any additional density and social distancing requirements imposed by municipalities on food or beverage establishments offering in-person service at outdoor areas are not inconsistent with Executive Order No. 108 (2020).

If a municipality seeks to close off a roadway for which it would need county or State approval, it still must obtain that approval.

6. Municipalities that make outdoor shared spaces such as sidewalks, streets, or parks, available for use by food or beverage establishments should equitably divide these spaces among food or beverage establishments that can feasibly use it.

7. Paragraph 8 of Executive Order No. 107 (2020), Paragraph 2 of Executive Order No. 133 (2020), Paragraph 2 of Executive Order No. 143 (2020), Paragraph 2 of Executive Order No. 147 (2020), and Paragraph 10 of Executive Order No. 148 (2020) are superseded to the extent inconsistent with this Order.

8. Effective at 6:00 a.m. on Monday, June 15, 2020, the brick-and-mortar premises of non-essential retail businesses that were closed to the public by Executive Order No. 107 (2020) can reopen to the public, provided that such businesses adopt policies that include, at minimum, the requirements that were applied to essential retail businesses in Paragraph 1 of Executive Order No. 122 (2020).

9. It shall be the duty of every person or entity in this State or doing business in this State and of the members of the governing body and every official, employee, or agent of every political subdivision in this State and of each member of all other governmental bodies, agencies, and authorities in this State of any nature whatsoever, to cooperate fully in all matters concerning this Order.

10. Penalties for violations of this Order may be imposed under, among other statutes, N.J.S.A. App. A:9-49 and -50.

11. The State Director of Emergency Management, who is the Superintendent of State Police, shall have the discretion to make additions, amendments, clarifications, exceptions and exclusions to the terms of this Order.

12. No municipality, county, or any other agency or political subdivision of this State shall enact or enforce any order, rule, regulation, ordinance, or resolution which will or might in any way conflict with any of the provisions of Executive Order No. 150 (2020), or which will or might in any way interfere with or impede its achievement.

13. This Order shall take effect immediately.

GIVEN, under my hand and seal this  
3<sup>rd</sup> day of June,  
Two Thousand and Twenty, and  
of the Independence of the  
United States, the Two  
Hundred and Forty-Fourth.

[seal]

/s/ Philip D. Murphy

Governor

Attest:

/s/ Matthew J. Platkin

Chief Counsel to the Governor



State of New Jersey  
DEPARTMENT OF HEALTH  
PO BOX 380  
TRENTON, N.J. 08625-0380  
[www.nj.gov/health](http://www.nj.gov/health)

PHILIP D. MURPHY  
*Governor*

SHEILA Y. OLIVER  
*Lt. Governor*

JUDITH M. PERSICILLI, RN, BSN, MA  
*Commissioner*

**EXECUTIVE DIRECTIVE NO. 20-014**

**COVID-19 PROTOCOLS FOR FOOD OR BEVERAGE ESTABLISHMENTS  
OFFERING SERVICE IN OUTDOOR AREAS PURSUANT TO EXECUTIVE  
ORDER NO. 150**

WHEREAS, according to the Centers for Disease Control and Prevention (CDC), Coronavirus disease 2019 (COVID-19) is a respiratory illness caused by a virus called SARS-CoV-2; and

WHEREAS, COVID-19 is thought to spread mainly through close contact from person to person through respiratory droplets produced when an infected person coughs, sneezes or talks; and

WHEREAS, because COVID-19 is also known to spread by people who do not show any symptoms, it is crucial that all retail establishments follow good personal hygiene practices and take necessary steps to promote a healthy work environment to assist in lowering the further spread of COVID-19; and

WHEREAS, to promote healthy hygiene practices and healthy environment, at minimum, employers should provide training in handwashing, cleaning/disinfection, social distancing, use of face coverings, and monitoring for signs and symptoms of COVID-19 in the workplace; and

WHEREAS, if there is a confirmed case of COVID-19 among employees, food or beverage establishments should immediately notify and cooperate with their local public health departments on next steps, while maintaining confidentiality; and

WHEREAS, on June 3, 2020, Governor Murphy, moving the state forward into phase 'Stage 2', issued Executive Order No. 150 (2020), allowing service by food or beverage establishments at outdoor areas; and

WHEREAS, on March 9, 2020, Governor Murphy issued Executive Order 103, declaring the existence of a Public Health Emergency, pursuant to the Emergency Health Powers Act, N.J.S.A. 26:13-1 et seq., and a State of Emergency, pursuant to the Disaster Control Act, N.J.S.A. App A:9-33 et seq., in the State of New Jersey for COVID-19; and

WHEREAS, the Public Health Emergency was extended by Governor Murphy under Executive Orders 119 and 138; and

WHEREAS, under the declared Public Health Emergency, the Commissioner of the Department of Health is empowered, pursuant to N.J.S.A. 26:13-12, to take all reasonable and necessary measures to prevent the transmission of infectious disease and apply proper controls for infectious disease; and

NOW, THEREFORE, I, JUDITH PERSICILLI, Commissioner of the Department of Health, pursuant to the powers afforded to me under the Emergency Health Powers Act, hereby ORDER and DIRECT the following:

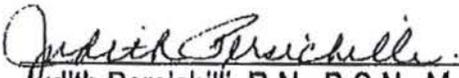
1. Food or beverage establishments offering service at outdoor areas pursuant to Executive Order No. 150 (2020) must adhere to the protocols listed below:
  - a. Obtain all required municipal approvals and permits before offering food and/or beverage consumption at outdoor areas;
  - b. Post signage at the entrance that states that no one with a fever or symptoms of COVID-19 should enter the food or beverage establishment;
  - c. Limit seating to a maximum of eight (8) customers per table and arrange seating to achieve a minimum distance of six feet (6 ft) between parties;
  - d. Rope off or otherwise mark tables, chairs and bar stools that are not to be used;
  - e. Demarcate 6 feet of spacing in patron waiting areas;
  - f. Provide physical guides, such as tape on floors, sidewalks, and signage on walls to ensure that customers remain at least 6 ft apart in line for the restroom or waiting for seating;
  - g. Eliminate self-service food or drink options such as buffets, salad bars, and self-service drink stations;
  - h. Disinfect all tables, chairs and any other shared items (menus, condiments, pens) after each use;
  - i. Install physical barriers and partitions at cash registers, bars, host stands and other area where maintaining physical distance of 6 ft is difficult;
  - j. Ensure 6 ft of physical distancing between workers and customers, except at the moment of payment and/or when employees are servicing the table;
  - k. Require infection control practices, such as regular handwashing, coughing and sneezing etiquette, and proper tissue usage and disposal;
  - l. Require frequent sanitization of high-touch areas like credit card machines, keypads, and counters to which the public and workers have access;
  - m. Place conspicuous signage at entrance alerting staff and customers to the required 6 ft of physical distance; and
  - n. Require all food or beverage establishments to have an inclement weather policy that, if triggered, would require the food or beverage establishment

to adhere to Executive Order No. 125 (2020) and offer takeout or delivery service only.

2. Food or beverage establishments offering service at outdoor areas pursuant to Executive Order No. 150 (2020) must impose the following requirements on employees:
  - a. Require employees to wash and/or sanitize their hands when entering the food or beverage establishment;
  - b. Conduct daily health checks (e.g. temperature screening and/or symptom checking) of employees safely and respectfully, and in accordance with any applicable privacy laws and regulations;
  - c. Require employees with symptoms of COVID-19 (fever, cough, or shortness of breath) be sent home;
  - d. Require all employees to wear face coverings, except where doing so would inhibit the individual's health, and require employees to wear gloves when in contact with customers and when handling prepared foods or serving food, utensils, and other items to customers;
  - e. Provide all employees with face coverings and gloves;
  - f. Provide employees break time for repeated handwashing throughout the workday; and
  - g. Provide sanitization materials, such as hand sanitizer and sanitizing wipes to staff.
  
3. Food or beverage establishments offering service at outside areas pursuant to Executive Order No. 150 (2020) must institute the following policies with respect to customers:
  - a. Inform customers that safety measures such as social distancing, wearing face coverings when they are away from their table and unable to social distance or when they are inside the indoor portion of the premises of the food or beverage establishment (unless the customer has a medical reason for not doing so or is a child under two years of age), and hygiene practices must be adhered to while in the food or beverage establishment;
  - b. Encourage reservations for greater control of customer traffic/volume;
  - c. Require customers to provide a phone number if making a reservation to facilitate contact tracing;
  - d. Recommend customers wait in their cars or away from the food or beverage establishment while waiting for a table if outdoor wait area cannot accommodate social distancing;
  - e. Alert customers via calls/texts to limit touching and use of shared objects such as pagers/buzzers;
  - f. Encourage the use of digital menus;
  - g. Decline entry to the indoor portion of the establishment to a customer who is not wearing a face covering, unless the customer has a medical reason for not doing so or is a child under two years of age; and

h. Provide a hand sanitizer station for customers.

This Directive shall take effect immediately. The provisions of this Directive shall remain in force and effect for the duration of the public health emergency originally declared in Executive Order No. 103 (2020), and as extended by Executive Order, unless otherwise modified, supplemented and/or rescinded.

  
Judith Persichilli, R.N., B.S.N., M.A.  
Commissioner

6/3/2020  
Date

**NJ DEPARTMENT OF HEALTH  
PUBLIC HEALTH AND FOOD PROTECTION PROGRAM**

<https://www.nj.gov/health/ceohs/food-drug-safety/>

**Resources available from US Food & Drug Administration, Center for Disease Control and Prevention and EPA.**

FDA Best practices for Re-opening Retail Food Establishments During the COVID-19 pandemic checklist

FDA Food Safety and COVID-19 Questions and Answers for Industry: Food Supply Chain; Social Distancing, Disinfecting & Other Precautions; Workers Testing Positive  
CDC Implementing Safety Practices for Critical Infrastructure Workers Who May Have Had Exposure to a person with Suspected or Confirmed COVID-19

CDC Interim Guidance Resuming Operations for Restaurants and Bars

CDC Considerations for Restaurants and Bars

List of EPA registered surface disinfectants for use against COVID-19

**STATE OF NEW JERSEY  
DEPARTMENT OF LAW AND PUBLIC SAFETY  
DIVISION OF ALCOHOLIC BEVERAGE CONTROL**

IN THE MATTER OF THE EXPANSION	)	
OF CERTAIN LICENSED PREMISES	)	SR 2020-10
TO ACCOMMODATE SOCIAL DISTANCING	)	SPECIAL RULING ESTABLISHING
REQUIREMENTS DUE TO THE COVID-19	)	TEMPORARY COVID 19 PERMIT TO
PANDEMIC	)	EXPAND LICENSED PREMISES
_____	)	

BY THE ACTING DIRECTOR:

By Executive Order No. 150 (2020), Governor Murphy announced that, given the reduced transmission of COVID-19 outdoors, licensees or permittees with on-premises retail consumption privileges would be permitted to reopen their establishments and serve patrons in outdoor areas. To facilitate this reopening, which is to become effective on June 15, 2020, the Director of the Division of Alcoholic Beverage Control (the "Division") has determined it necessary to create a temporary permit, known as the COVID-19 Expansion of Premises Permit ("COVID-19 Expansion Permit"), to enable licensees and permittees to expand their licensed premises into outdoor areas, either contiguous or non-contiguous to their permanently licensed premises. This Special Ruling will establish which licensees are eligible for the permit, the application process, and the privileges and limitations of the permit. Licensees may apply immediately through the POSSE ABC Online Licensing System ("POSSE"), but no permit that is issued shall be effective before June 15, 2020. All licensees and permittees with on-premises retail consumption privileges are eligible to apply for this permit, and if they meet the criteria set forth herein, the Division will issue a permit.

The Director of the Division has broad authority to regulate the alcoholic beverage industry and receives heightened deference from the courts to allow for the exercise of the Director's

discretion in the “delicate area” of alcohol regulation. Circus Liquors, Inc. v. Middletown, 199 N.J. 1, 12-13 (2009). The Director is authorized to provide for contingencies “where it would be appropriate and consonant with the spirit of this chapter to issue a license but the contingency has not been expressly provided for,” and the Director may, for special cause shown, issue temporary permits. N.J.S.A. 33:1-74. It is under this authority that the Director is authorizing creation of a COVID-19 Expansion Permit.

**I. New Permit.**

The COVID-19 Expansion Permit will allow licensees to expand their premises onto areas adjacent to or contiguous with the licensed premises, where they may provide for the sale and service of alcoholic beverages as on the primary licensed premises. The Director may also permit a licensee to expand its premises onto non-contiguous property, provided the property is in reasonable proximity to the licensed premise and the licensee has safeguards in place to ensure that alcoholic beverages will be sold and served in a manner that protects public health, safety and welfare. In both contiguous and non-contiguous expansions, the licensee must demonstrate that it has a possessory interest and control over those areas, and that it will exercise the same privileges afforded to it on its existing licensed premises. Specifically, licensees that offer food service on their licensed premises must offer *bona fide* food service on the expanded premises. This permit would also allow Class A manufacturers, such as plenary and farm wineries, limited breweries, craft distilleries and cideries and meaderies, to expand their licensed tasting rooms into outdoor areas, but would not otherwise expand their existing privileges.

Examples of permissible expansion areas include, but are not limited to: decks, patios, sidewalks, and parking lots adjacent to or contiguous with the licensed premises, or parks, “parklets” established by a municipality, and other public rights-of-way, as long as these areas are

accessible from the licensed premises and comply with all provisions of the Governor's Executive Orders and Administrative Orders concerning public health and social distancing requirements.

A COVID-19 Expansion Permit would not be required if a licensee sells a cocktail-to-go, as authorized by P.L. 2020, c. 33, to a patron who consumes it off of the licensed premises (e.g., on a public roadway closed off to traffic, sidewalk, park or beach) in accordance with local laws. Off-premises consumption of alcoholic beverages in public areas is within the jurisdiction of each municipality. See N.J.S.A. 40:48-1.

## **II. Eligible Licensees and Permittees.**

The following licensees or permittees with on-premises retail consumption privileges may apply for the COVID-19 Expansion Permit:

1. Plenary Retail Consumption licensees ("33");
2. Plenary Retail Consumption licensees with the "broad package privilege" operating primarily as a bar/restaurant ("32");
3. Seasonal Retail Consumption licensees ("34");
4. Plenary Retail Consumption licensees operating under the Hotel/Motel exception ("36");
5. State Concessionaire permittees ("14");
6. Golf Facility permittees ("40");
7. Club licensees ("31");
8. Limited Brewery licensees ("11");
9. Restricted Brewery licensees ("08")
10. Plenary Winery licensees ("21");
11. Farm Winery licensees ("22");
12. Cidery and Meadery licensees ("02"); and
13. Craft Distillery licensees ("07").

Holders of Temporary Authorization Permits ("TAP"), with on-premises retail consumption privileges, are also eligible to apply. However, licensees that do not have on-premises retail consumption privileges are not eligible to apply for the COVID-19 Expansion Permit. As noted above, applications must be submitted exclusively through POSSE.

### **III. Application Requirements.**

The application for the COVID-19 Expansion Permit will require the applicant to provide, at a minimum, the following information:

1. Name, address and license number of the applicant;
2. A description of the property that is the subject of the application (as well as a sketch or photographs of the property);
3. Written approval or documentation from the property owner authorizing the temporary use of the expanded property by a licensee;
4. Proposed security plan for sale and service of alcoholic beverages on the expanded premises including prevention of pass-offs, underage drinking, and over-consumption; and
5. Acknowledgement by the licensee that it has reviewed all applicable local and State safety and social distancing guidelines, including Executive Order No. 150 (2020) and the COVID-19 Outdoor Dining Guidelines for Retail Food Establishments, and will operate the proposed expanded premises in accordance with those guidelines or any that may be promulgated during the term of the permit.

The fee for the COVID-19 Expansion Permit will be \$75.00, in accordance with N.J.A.C. 13:2-5.5. The COVID-19 Expansion Permit will be effective as of the date of issuance by the Division, but not before June 15, 2020, and the term will run until November 30, 2020, which coincides with the month in which seasonal retail consumption licenses expire and the possibility of appropriate seasonal weather conditions. The expiration date of the COVID-19 Expansion Permit may be extended by the Director in a supplementary Special Ruling should circumstances warrant.

### **IV. Review Procedure.**

Upon submission of a complete COVID-19 Expansion Permit application in POSSE and payment of the permit fee, the application will be transmitted to the municipal clerk and police chief (or designee) of the locality where the license is issued, whether the license is municipally-issued or State-issued. For licensed premises located on property owned by or under the control of any political subdivision of the State of New Jersey, the application will be reviewed and approved

by a designated administrative official and the chief law enforcement officer (or designee) responsible for the licensed property. The Division will not take action on any application until it receives an endorsement or approval by the appropriate governing body officials. For municipalities that do not consider permit applications on their regularly scheduled business meetings, municipalities may consider posting notices of applications received on their website. Again, all eligible licensees and permittees with on-premises retail consumption privileges, as described above, may apply for this permit, and if they meet the criteria set forth herein, the Division will grant their application.

The Division will issue the COVID-19 Expansion Permit through POSSE. The Division may impose special conditions on the permit if it determines that they are necessary and proper to accomplish the purposes of Title 33, including the protection of public health, safety and welfare. See N.J.S.A. 33:1-32. The Division will seek to ensure that municipal concerns regarding hours, proximity to neighbors, structures, and other issues of local concern are appropriately addressed in the COVID-19 Expansion Permit. It is the responsibility of the licensee to comply with local ordinances and site plan requirements.

A licensee who receives a COVID-19 Expansion Permit may exercise only those privileges authorized by the licensee's existing license and shall comply with all provisions of Title 33 and the implementing regulations. Violations of these provisions, as well as the terms and conditions of the COVID-19 Expansion Permit, may be grounds for suspension or revocation of the license, as though the violation occurred on the licensed premises.



JAMES B. GRAZIANO  
ACTING DIRECTOR

Dated: June 03, 2020